

*Personnel 5*  
DD/S 68-2324

MEMORANDUM FOR: Director of Finance

25X1 **SUBJECT** :

[ ]

**REFERENCE**

: Memo dtd 8 Sept 67 frm D/Fin to Exec Off/DD/S,  
same subject

25X1 1. In referent memorandum you deferred consideration of Mr. [ ]  
[ ] to become an SF careerist until such time as he had completed "at least  
one year" of accounting instruction. I have reviewed Mr. [ ] record and  
believe it is now time to place him in a career field where he can compete  
and come under the career management of a suitable career service. Mr.  
25X1 [ ] has served with the Agency since March 1964 and has been a GS-06  
since January 1966. You may recall that Mr. [ ] married a foreign national  
in 1967 but was retained as a staff employee with the proviso that he be trans-  
ferred from the Plans Directorate to the Support Services. This was concurred  
in by the then Assistant Deputy Director for Support based on [ ] demon-  
strated ability in financial records activity as attested by his ratings of Strong  
for both Class B and C accounting systems.

25X1 2. Mr. [ ] is an intelligent, well-groomed young man who has  
expressed an interest in the Finance Career Service. He is enrolled at Ben-  
jamin Franklin University where he will soon complete his second semester.  
Because of his potential in the Support Services, his present supervisor has  
given him permission to take three hours annual leave each day beginning in  
July to permit him to take almost a full course load during the summer semester.

25X1 3. I am concerned that Mr. [ ] is not now in a position which will  
enable him to compete and believe he should be assigned to a career service  
where he can begin moving up the career ladder.

4. Will you please review your staffing and advise me if there is some  
position to which you could assign him with a concurrent change of service  
designation.

John W. Coffey  
Assistant Deputy Director  
for Support

Att:

Official Personnel Folder

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